

**Personnel Committee
Tuesday, January 15, 2013
Conference Room C, Audrey Beck Municipal Building**

Minutes

Members Present: Deputy Mayor Toni Moran (Chair), Denise Keane, Paul Shapiro

Other Council Members Present: David Freudmann

Staff Present: Maria Capriola, Assistant Town Manager, Matt Hart, Town Manager

The meeting was called to order at 6:03pm.

1. PUBLIC COMMENT

None.

2. APPROVAL OF MINUTES

The minutes of November 19, 2012 were moved by Shapiro and seconded by Keane. The minutes were unanimously approved as presented.

3. REGISTRAR HEALTH INSURANCE REQUEST

The Committee discussed policy considerations such as: whether or not elected officials should have access to purchase health insurance through the Town; equity concerns; and financial implications. Shapiro made the motion, seconded by Keane, "To decline the Registrars request and to make no policy change - the Town does not offer benefits to elected officials." The motion passed with Shapiro and Keane voting in favor and Moran opposed.

4. HUMAN SERVICES OPEN POSITIONS

The Committee discussed current and anticipated vacancies in the Human Services Department. The Committee discussed timing of recruitments, job descriptions, and service needs. By consensus the Committee supports management having the adult services social worker work out of the Senior Center location at least one day per week while the senior services social worker position remains vacant. The Committee also supports the continued use of a LCSW contractor at the Senior Center while the senior services social worker position remains vacant.

The meeting adjourned at 7:38pm.

Respectfully Submitted,
Maria E. Capriola
Assistant Town Manager